



Choir of the Year 2016

TERMS AND CONDITIONS

About your Choir

- 1 The minimum number of singers in choirs/singing groups/vocal groups is eight and the maximum is 100 singers.
- 2 The number of singers should remain consistent as far as possible throughout the competition. If you need to make changes between different rounds please contact the Competition Management.
- 3 Where competition schedules allow, conductors may conduct up to two choirs in each category.
- 4 Singing groups may share accompanists. Singers may be shared at the discretion of the Competition Management but no more than 10% of any one choir can perform in another.
- 5 The Competition is open to all amateur choirs. For the purpose of this Competition an amateur choir/singing group/vocal group is defined as one composed of amateur and not professional singers, where any fees and profits are paid to choir funds and not to the individual members. A professional singer is defined as one who is normally paid for singing in a choir or as a soloist.

The Categories

- 6 Choirs can enter one category.

Children's category: The majority of singers must be age 12 and under. No singers older than 13 on the 31 December 2016 can participate in this category.

Youth category: The majority of singers must be age 18 and under. No singers older than 19 on the 31 December 2016 can participate in this category.

Adult category: All female, all male or mixed voice choirs. The majority of singers must be age 18 and over.

Open category: There are no upper or lower age limits in this category. It's ideal for singing groups which include children and adults and also those choirs that specialise in a specific style of music, including but not limited to Gospel, Jazz, Barbershop, Renaissance or Medieval music.

Choirs intending to perform exclusively in the Barbershop style should enter the Open Category.

The Competition Management reserve the right to change a choir's category and to disqualify a choir if the age of singers is found to contradict the information given at the point of application.

Registration

7 Choirs wishing to take part in the competition should submit an online application form. Choirs whose applications are received before the initial allocation date of 6 January 2016 will be allocated a place at an Audition Day taking into account first, second and third audition venue preferences. Every effort will be made to give choirs their first choice. Should demand for any Audition day outweigh the available places, a strict first-come first-served policy will apply.

8 Once choirs have provisionally been allocated a place they must submit an entry fee of **£96 (£80 + VAT)** within ten working days. (Places offered at initial allocation must submit payment by 30 January 2016). Cheques are payable to 'Choir of the Year Ltd.' Bank transfers should be made to:

Account Name: Choir of the Year
Account Number: 51507257
Sort Code: 40 05 09

Please ensure you include the name of your choir as a reference. If you require a receipt, please contact info@choiroftheyear.com.

9 **Applications are not confirmed until the entry fee of £96 is received by Choir of the Year Ltd.**

10 After initial allocation, any remaining Audition places will be allocated on a first-come first-served basis up until the Audition Day.

11 Once all the Audition places have been filled, choirs may apply to join a waiting list and may be offered a place if another choir withdraws.

12 The entry fee of £96 will be refunded to a choir if they withdraw from the competition giving more than 30 calendar days notice. Choirs withdrawing from the competition within 30 calendar days of their allocated Audition date will forfeit their entry fee.

Taking Part

- 13** Choirs must be seated to watch all performances in their half-day session.
- 14** Choirs participating in the Children's and Youth categories will be allocated one free chaperone ticket for every ten participants. The Musical Director and accompanist(s) are not counted as chaperones. All choir supporters must obtain tickets for the relevant Audition Day, available from the venue box office.
- 15** Choirs with members under 18 years of age are responsible for ensuring all relevant permissions to take part are secured from members' parents or guardians.
- 16** Choirs must be available to take part in the Category Finals in Birmingham on 16 October 2016 and the Grand Final in Cardiff on 3 December 2016.
- 17** Choirs may use up to five instruments in total, including piano. Items of percussion will be counted as individual instruments, a drum kit will be counted as one.
- 18** A piano – where possible a concert grand – will be provided onstage at all competition events.
- 19** Choirs may bring amplifiers for instruments but should note that sound-checks will not be possible at the Audition stage owing to time constraints. Choirs must provide a PAT certificate for any electrical instruments or equipment.
- 20** Choirs will not be amplified at the Audition stage. The Competition Management will consider requests for amplification of soloists and/or instruments at the Finals only if the choir normally performs in this way.
- 21** Wherever possible, low level stepped rostra will be onstage at all stages of the competition. Choirs may choose to perform either on the rostra or on the flat stage. We are not able to provide traditional tiered choral risers. A stage plan will be provided to choirs before all events.
- 22** For broadcasting purposes, Finalists will be asked to provide their stage layout plans and to confirm any changes to their layout at least 14 days in advance of their performance/s.
- 23** Where published and available, choirs must provide original copies of their music for use by the adjudicators at all stages of the competition. The Competition Management will advise on the quantities required at each stage.

If providing sheet music, please do not present photocopied music unless written authorisation has been obtained from the publisher and can be produced if required.

Finalists may be required to send copies of their music to the BBC. If music is not available then the organisers will discuss alternative means of obtaining performance details.

- 24** If a choir uses a conductor and/or an accompanist who belongs to a professional musicians' union or other similar body, it is the responsibility of the choir:
- to agree fees at the appropriate professional rates with any such conductor and/or accompanist;
 - to ensure that all necessary consents have been obtained from any such conductor/accompanist or on their behalf to enable the BBC to record and broadcast the performances at no cost to the BBC;
 - to inform any such accompanist that it is not the BBC's intention to give any credits.
- 25** Neither Choir of the Year Limited nor the BBC will make payments or enter into discussions at any time concerning such payments or credits.

Your Programme

- 26** The maximum duration for programmes at all stages of the competition is **eight minutes**. The adjudicators will not adjudicate the last item of any programme which exceeds the time limit. All performances are timed by the Competition Management. Applause and resetting of singers or instruments will not be included in your overall time.
- 27** There is no set number of programme items or set repertoire.
- 28** Choirs may repeat any item from their Audition programme at a later stage in the competition.
- 29** Choirs may not repeat items performed in the Category Final at the Grand Final.
- 30** Category and Grand Finalists in the previous Competition, Choir of the Year 2014, may not repeat any item from their 2014 Finals programmes should they proceed to the 2016 Finals.
- 31** Choirs will be asked to confirm their programmes in advance. The Competition Management reserves the right to ask choirs to substitute programme items in the Category Final and Grand Final stages.

Judging

32 Audition Stage. Two Adjudicators will adjudicate each audition and will be asked to give a mark out of fifteen for each of three aspects of a choir's offering:

- Technical achievement
- Musicality
- Performance

The Adjudicators' marks will be combined to give each choir an overall score out of a maximum of 90 points. All choirs achieving 75 points or more at their audition will be shortlisted for the National Selection panel and have a chance of being selected as a Category Finalist.

The highest scoring choir in each session will be nominated as Outstanding Choir of the Day.

33 National Selection. The National Panel will meet following the Audition Stage and review video footage of all the shortlisted choirs. They will select four choirs in each Category to compete in the Category Finals and a first and second reserve.

34 Category Finals. Performances will be adjudicated following the same criteria as the Auditions, with each adjudicator awarding each choir up to 45 points. The Adjudicators' marks are combined and highest scoring in each Category wins. The Adjudicators will then select two Wildcards from any Category. The four Category Winners and two Wildcards will compete in the Grand Final.

35 Grand Final. Performances will be adjudicated following the same criteria as the Auditions, with each adjudicator awarding each choir up to 45 points. The Adjudicators' marks are combined and the highest scoring choir will be nominated 'Choir of the Year 2016'.

36 The decisions of the Adjudicators are final. No correspondence or discussion concerning any decision will be entered into.

Transport and Accommodation

37 Choirs are responsible for any travel and accommodation costs they incur at each stage of the competition.

38 Choir of the Year Ltd regrets it is unable to make a contribution towards choir travel or accommodation at any stage of the competition. If funding should become available to assist choirs competing in the Finals, the Competition Management will notify competing choirs as soon as possible with guidance on how to apply for funds.

Publicity

- 39** Participants should refer to the competition as 'Choir of the Year 2016' in any online or print publicity. Previous titles include Sainsbury's Choir of the Year and BBC Radio 3 Choir of the Year and these must not be used.
- 40** Choirs must be given advance approval by the Competition Management for any use of the Choir of the Year 2016 logo, including the website, programmes and leaflets. The logo will be supplied by Choir of the Year Ltd in a digital JPEG format.

Filming, Photography and Broadcasts

- 41** No photographs or recordings may be taken during any stage of the Competition. The BBC and Choir of the Year Ltd regret that they are unable to provide video or sound recordings of choirs' performances to individual choirs.
- 42** The Competition Management has unlimited rights to broadcast and record, videotape, televise, film and photograph the competition events, and to make audio or visual recordings of them and to broadcast them on the internet, television and radio and other information networks without any payment to the competitors, including conductors and accompanists, for non-profit making purposes.

General Rules

- 43** The Competition is managed and promoted by Choir of the Year Ltd, a Registered Charity number 1160629. All reasonable steps will be taken for the comfort and safety of competitors and their possessions. Choir of the Year Ltd does not accept any legal responsibility for the same. Competitors and choir administrators are reminded that they should make suitable insurance provision for themselves. They are also reminded of the necessity of complying with any copyright requirements
- 44** The Competition Management reserve the right to publish information about the competitors disclosed in their application in event programmes, and on the Choir of the Year website.
- 45** Choir of the Year Ltd reserves the right to refuse entry or performance by any choir for any reason.
- 46** To ensure the wellbeing of each choir, a choir representative will be required to complete a Performer's Protection Act form (supplied by the Competition Management) on behalf of each member of the choir, the conductor and any accompanists for each performance. Choirs will not be allowed to compete on the day if this form has not been completed.
- 47** All information contained in this document and on the Choir of the Year website (www.choiroftheyear.com) is correct at the time of publishing. Choir of the Year

Limited reserves the right to make any amendments to the published details at any time. Enquiries should be directed to Choir of the Year Ltd, c/o Kallaway, 2 Portland Road, Holland Park, London W11 4LA.